



ARIZONA BOARD OF OCCUPATIONAL THERAPY EXAMINERS

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Regular Session Minutes

August 8, 2008

Board Members Present: Geri DeWaard, OTR, Chair
Kathryn Babits, OTR Member
Rebecca Grabski, OTA Vice-Chair
Deborah Devine, Public Representative

Board Members Absent: John Tutelman, Public Representative

Staff Present: Linda A. Wells, Executive Director
Vicki Egurrola, Administrative Assistant

Legal Representative: Bridget Harrington, Assistant Attorney General

Call to Order

The regularly scheduled meeting of the Arizona State Board of Occupational Therapy Examiners was called to order at 1:31 p.m. Geri DeWaard, Chair presiding.

Approval of Minutes

Regular Session Minutes of July 11, 2008

Ms. Grabski moved to approve the July 11, 2008 regular session meeting minutes with an amendment on page 4. Ms. Devine seconded the motion. The motion passed 4-0.

Executive Session Minutes of July 11, 2008

Ms. Devine moved to approve the July 11, 2008 executive session meeting minutes. Ms. Grabski seconded the motion. The motion passed 4-0.

Probationary Status Reports

Shawn A. Keams, OTA

Shawn A. Keams, OTA is currently on probation for a violation of the Arizona Revised Statutes governing the practice of occupational therapy. Terms and conditions of probation are monitored monthly for compliance with a signed Consent Agreement.

The Board is in receipt of the June, 2008 monthly report from Mr. Keams regarding his monthly attendance at AA meetings. Ms. Wells reported that the July monthly report is now past due.

Ms. Wells will place a follow-up phone call to Mr. Keams, and report any findings at the next Board meeting.

Complaint No. 07-135-B Cody DeGuzman, OTA

Cody DeGuzman, OTA is currently on probation for a violation of the Arizona Revised Statutes governing the practice of occupational therapy. Terms and conditions of probation are monitored monthly for compliance with a Consent Agreement.

At a previous meeting, the Board pre-approved 6 CE courses in moral ethics submitted by Mr. DeGuzman in compliance with his consent agreement. Ms. Wells reported that Mr. DeGuzman has on or before September 14, 2008 to complete the courses.

Complaint No. 08-003-B Sherri Sones, OTR

Serri Sones, OTR is currently on probation for a violation of the Arizona Revised Statutes governing the practice of occupational therapy. Terms and conditions of probation are monitored monthly for compliance with a Consent Agreement.

Ms. Wells reported that the Consent Agreement and Order requires that Ms. Sones provide proof to the Board that she has written a letter to all clients she treated during the time period she was not licensed, as well as the insurance carriers. It was reported that Ms. Sones has on or before June 23, 2009 to comply.

Substantive Review, Discussion, and Vote Re: Applications For Licenses as Follows:

a. Initial Applications

Mr. Babits moved to approve all of the initial applicants listed on the July, 2008 initial applications list. Ms. Devine seconded the motion. The motion passed 4-0.

b. Renewal of Licenses

i. Nanette Ann Royle, OTR

The Board reviewed the renewal application of Nanette Royle, OTR. The Board is also in receipt of a letter from Ms. Royle admitting that she practiced as an OT while her license had lapsed.

Following discussion, Ms. Babits moved to approve Ms. Royle's license renewal application. Ms. DeWaard seconded the motion. The motion passed 4-0.

Ms. Devine moved to open a complaint against Ms. Royle, and to hold an Informal Meeting with her pursuant to A.R.S. 32-3442(c) based on a possible violation of A.R.S. 32-3421. The motion also included an offer of a Consent Agreement in lieu of an Informal Meeting. Ms. DeWaard seconded the motion. The motion passed 4-0.

Ms. Devine moved to approve the remainder of license renewal applicants listed on the July, 2008 renewal of licensees list. Ms. DeWaard seconded the motion. The motion passed 4-0.

c. Limited Permits

Ms. DeWaard moved to approve all of the applications listed on the July, 2008 limited permit list. Ms. Babits seconded the motion. The motion passed 4-0.

Executive Director's Report**a. Revenue and Expenditure Report**

The Board reviewed the June, 2008 Revenue and Expenditure Report.

b. Agency Fund Sweeps (HB2209)

Ms. Wells reported that further analysis of year-end data will need to be evaluated by the Board prior to considering possible fee increases resulting from HB2209 which allows for \$239,500 to be swept from the Board's fund balance. The money will be transferred into the state general fund on or before June 30, 2009.

c. Agency Vacancy Sweep (HB2209)

Ms. Wells reported that HB2209 was signed by the governor which allows for the fiscal year 2009 hiring freeze savings of \$1800.00 to be swept from the Board's fund balance. The money will be transferred into the state general fund. The transfer amount was determined by the Joint Legislative Budget Committee and the Office of Strategic Planning and Budgeting Office.

d. Fiscal Year 2010-2011 budget

Ms. Wells reported that the submission date for the Board's 2010-2011 bi-annual budget is due no later than September 1, 2008. Ms. Wells informed the Board that expenditures will need to be evaluated due to the fund sweep. Part of the expenditure plan to be addressed will be a potential relocation of the Board office to a less expensive site when their 5 year lease agreement ends in October, 2009.

Review Meeting Schedule

Ms. DeWaard and Ms. Devine reported that they will not be at the September, 2008 meeting. No changes were made to the September and October meeting schedule.

Call to the Public

No public comment was received.

Adjournment

There being no further business before the Board, the meeting was adjourned at 2:35 p.m.

Respectfully submitted,

Linda A. Wells
Executive Director

